

# WASTE TIRE SITE / PROCESSING FACILITY PERMIT APPLICATION GUIDANCE DOCUMENT

## **INTRODUCTION**

A site storing 500 or more whole, baled, cut, chipped or shredded waste tires on any given day is a “waste tire site” subject to the regulations contained in the Solid Waste Management Law and Rules (Sections 260.200 – 260.345, RSMo and 10 CSR 80). These regulations include permit requirements for operation of a waste tire site / processing facility.

This document outlines requirements for submission of a complete waste tire site / processing facility permit application. **This document pertains only to waste tire site / processing facilities.** The owner/operator of the waste tire site / processing facility permit may complete this guidance document and use the completed guidance document along with the indicated attachments as the permit application. Three copies of the complete application must be submitted to the department.

A complete application package for a permit must contain:

- Application Administrative Requirements:
  1. A completed Permit Application Form
  2. Permit application fee
  3. Evidence of property ownership
  4. Evidence of compliance with local zoning requirements
  5. Violation History Disclosure Statement
  6. Evidence of compliance with department water pollution control regulations
  7. Corporate or fictitious name registration with the Secretary of State
  8. Financial Assurance Instrument
- Site plans and Operational Plans for:
  1. Storage
  2. Recordkeeping
  3. Closure plan
  4. Contingency plan

Each of these requirements is further detailed on the following pages. Depending on site specific circumstances, the applicant may wish to obtain assistance from an attorney and/or a professional engineer in completing this application.

The Solid Waste Management Program (SWMP) will conduct a preliminary review of the application to determine whether it contains sufficient information to conduct a technical review. Each of the items listed above must be submitted for a permit application to be considered complete.

The SWMP will review each application for compliance with the Solid Waste Management Law and Rules. If the application does not adequately address these requirements, the SWMP will send a comment letter to the applicant explaining the items that require clarification or further detail. The Department of Natural Resources' Division of Environmental Quality policy for expedited permit review requires that a waste tire site / processing facility applicant (an applicant for major permits) respond to the SWMP comment letter within 60 days. If the information required is not received by the SWMP within 60 days, the application review may be terminated. Please note that an extension may be granted as outlined in the policy.

The applicant's response to the SWMP comment letter will also be reviewed for compliance with the Solid Waste Management Law and Rules. If this response does not adequately address these requirements, a second comment letter may be issued by the SWMP. If the applicant's response to the second comment letter is unsatisfactory, the application will be denied because it does not adequately address the requirements of the Solid Waste Management Law and Rules. The \$200.00 application fee is nonreturnable; however, if the application is revised and resubmitted for the same site within timeframes established by the department, a new application fee will not be required.

The applicant must reimburse the department for all permit review costs incurred by the department up to a maximum of \$2000.00. After completion of the review of the original application and attachments, the SWMP will send a bill to the applicant for review costs incurred. Payment must be received before the SWMP will review subsequent submittals and before a permit will be issued.

If the department's review of the application reveals that the waste tire site / processing facility application complies with the requirements of sections 260.200 – 260.345, RSMo and the corresponding rules, the department will approve the application and issue a permit.

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